

Request to Host 2016 KY Regional NASP Tournament

Proposal for Region _____ (enter your region # here)

For questions about this application:

- Name: _____
- Email: _____
- Phone: _____

If you are interested in hosting the regional NASP tournament for your region for this year, please complete the application below and submit to your Patrick O'Connell (patrick.oconnell@ky.gov) no later than end of day on 9/11/15. Please complete, print, sign, scan and email back. Only documents signed by the proposed tournament admin and a principal/asst principal from the school will be considered.

Below you will see a chart with the estimated number of archers in your. The regional tournament dates in all regions this year will be Feb 5 – 6 for the primary date and Feb 12 – 13 for a makeup date. You can submit a proposal with other dates as long as they are between Jan 29th and Feb 14th for the primary dates and between Feb 12th and Feb 20st for the makeup dates. However, proposals with the preferred dates will receive first consideration. You MUST submit a plan for both primary and makeup dates in the event of inclement weather. Your proposal must accommodate this number of archers and you will need a plan to accommodate more if needed. All archers who want to shoot must be accommodated. This means that potential hosts will need to consider new options such as shooting for multiple locations on the same day or searching outside the school for larger venues.

Region	Estimated Archers	Region	Estimated Archers
1	330	8	1200
2	825	9	1300
3	1000	10	900
4	730	11	450
5	1150	12	575
6	1350	13	350
7	950	14	900

KY NASP will provide:

1. Regional Coordinator to serve as the tournament administrator. The regional coordinator has the final word on all aspects of the tournament. The Regional Coordinator may not be on site at all times.
2. The awards for the awards ceremony
3. Use of an Apperson scanner

You must provide:

1. A tournament manager (responsible for ALL aspects of the tournament and must be an adult /non-student) This person must have the skills and ability to handle all aspects of the event.
2. All equipment required for the range (Safety nets, targets, target faces, quivers, bow stands, score boards, pencils, PA system, floor tape and a limited amount of loaner arrows/bows).
3. All equipment/supplies required for scoring/registration (computer, printer, scorecards, copy paper)
 - All staff for the tournament (announcer, admissions, range, registration, scoring, setup and teardown, parking attendants, concession....). All range workers and announcers must watch the Lane Official Training video at <http://naspschools.org/resources/>
4. Any staff required by the hosting location (custodial, security.....)
5. A location for the regional t-shirt vendor to set up and sell regional t-shirts (no booth fee can/will be charged to the vendor)

General Provisions

1. Admission fee will be:
 - a. Competing archers and alternates – Free
 - b. Up to 2 coaches per team – Free
 - c. Under 6 years old – Free
 - d. Ages 6 – 17 - \$2
 - e. Ages 18 and up - \$5
2. The official Regional/State tournament rules must be followed.
3. Registration fee for each archer will be \$10 and all registration fees will be paid directly to the host school.
4. Target faces will be replaced after each flight
5. Pencils at the target will not have erasers (Range officials will have erasers)
6. Tournament results will be sent (electronically) to nasptournaments.org immediately following the conclusion of the tournament (by tournament manager or scorer) Results can be loaded to the site after each flight. This is encouraged if possible to allow parents to make a decision on returning for the awards.
7. A total number of paid admissions must be tracked and reported
8. The tournament range specifications must meet official NASP requirements

Financial

1. The host school will receive/retain all admissions revenue and all concession revenue
2. The host school can offer other optional fundraising opportunities
3. The regional coordinator reserves the right to utilize up to 2 paid helpers of their choice. If used, they shall receive \$50 per day per helper to be paid by the host school on the last day of the tournament.

4. Ky NASP will invoice the host school for payment of registration fees. The host school will be responsible for remitting \$7 per registered archer or score submitted (whichever is greater). A participating school MUST pay for all registered archers. It will be the responsibility of the host school to collect these funds for all schools/archers. You will be responsible for payment for all archers (even if payment is not collected from the archer/school). All payments must be completed within 30 days of the conclusion of the tournament.

Proposal

1. Host Location(s) (name and address) With the size of the regional tournaments, we understand that it will be necessary for most regions to host in multiple locations. Be creative!!! Work with other schools and locations in your region to partner on the effort. Number of targets available per location per flight (must have 5 ft per lane/target)

Brand(s) of target (Morrell,Field Logic,Rinehart....) _____

Condition of targets (excellent, good, fair, poor). _____ Targets must be in the condition stated at tournament time.

	Location Name	Location Address	City	# Targets	Spectator Capacity
1					
2					
3					
4					
5					

2. Proposed Flight Schedule on each day of shooting: (subject to change by Regional Coordinator). You can decide how long it will take for you to complete each flight. They are not required to be 1:15 each.

Date	1	2	3	4	5	6	7	8	9	10	11	12
ex. 1/1/1900	8:30 AM	9:45 AM	11:00 AM	12:15 PM	1:30 PM	2:45 PM	4:00 PM	5:15 PM	6:30 PM	7:45 PM		

3. Proposed Flight Schedule for makeup dates: (subject to change by Regional Coordinator)

Date	1	2	3	4	5	6	7	8	9	10	11	12
ex. 1/1/1900	8:30 AM	9:45 AM	11:00 AM	12:15 PM	1:30 PM	2:45 PM	4:00 PM	5:15 PM	6:30 PM	7:45 PM		

4. Total number of volunteers available to assist with tasks each day

- a. Setup _____
- b. Admissions _____ (at least one adult/non student at all times per site)
- c. Registration/Scoring _____ (adult/non student)
- d. Range/Announcing _____ (adult/non student) (minimum of 1 per 5 targets)
- e. Concession/Parking _____
- f. Teardown _____

5. What parking do you have available for busses and spectators.

6. How will handle additional archers if your current proposal is not sufficient to accommodate all registered archers (be specific)

7. Please describe your experience with hosting a tournament of this size. Please include specific tournaments/dates, expertise with scoring software/online registration and any other helpful information. Please provide as much detail as needed to demonstrate your level of expertise.

8. If hosting at multiple locations, please describe how you will handle registration, archer substitutions, archer adds, scoring (managing scorecards) across the different locations. (be specific with your plan. The intent is to make sure you understand how the process and software are designed to work)

9. Location where the t-shirt vendor will be allowed to set-up

Signatures

Tournament Admin: _____ Date: _____

Principal/Asst Prin: _____ Date: _____